

## NCLBA Highly Qualified Teacher (HQT) and Paraprofessional Accountability Requirements

NCLBA HQT Requirements for All LEAs and Schools <sup>1</sup>	Statutory Authority	Timeline	Action(s) Required
<p><b>ALL</b> teachers of core academic subjects (including special educators and alternative program teachers when they provide primary instruction in a core academic subject)<sup>2</sup> must be “highly qualified” for their assignments. (Please see <a href="http://www.state.vt.us/educ/new/html/licensing/hqt.html">http://www.state.vt.us/educ/new/html/licensing/hqt.html</a> for the licensure and content knowledge requirements to be HQT for any core area assignment as a classroom teacher, special educator, alternative program teacher, or Title I teacher.)</p>	<p>Title I (1119)(a) (2) and (3)</p> <p>Title IX (9101)(23)</p>	<p>By the end of the 2005-2006 school year.</p>	<p>If an LEA has not met this requirement, it must develop LEA-wide and individual school goals (called Annual Measurable Objectives – AMOs) outlining how it will make progress toward meeting this requirement.</p> <p>Individual plans must be put in place to ensure that each core subject teacher (including each special educator or alternative program teacher who provides primary instruction in a core subject) who is not HQT for his/her assignment is progressing toward becoming so.</p> <p>These plans must describe the efforts of the LEA and school to support each educator who is not HQT for his/her assignment. These efforts may include:</p> <ul style="list-style-type: none"> <li>• assisting the educator to acquire the additional content area coursework/professional development/testing necessary in his/her endorsement area,</li> <li>• assisting the educator to acquire the coursework/professional development/testing to qualify for an additional endorsement, or</li> <li>• restructuring the assignment to match the educator’s qualifications</li> </ul>
<p><b>Each LEA</b> must publicly report its data from the prior school year on:</p> <ol style="list-style-type: none"> <li>1. the percentage of core area classes [including special education and alternative program classes where primary instruction in core subject(s) is being provided] that are taught by teachers who are <b>NOT</b> HQT for their assignments</li> <li>2. the percentage of teachers teaching under emergency licenses</li> <li>3. the professional qualifications of its teachers</li> </ol> <p>The data elements above must be publicly reported for the LEA as a whole, for each school within the LEA, and for high versus low poverty schools within the LEA, where applicable.</p>	<p>Title I (1111)(h)(2) (B) and (E)</p> <p>Title I (1119) (b)(1)(A) and (B)</p>	<p>Spring 2006 and annually thereafter</p>	<p>The SEA will provide the required HQT and emergency licensure data to each LEA by approximately April, 2006. Thereafter, the SEA will provide this data by February of each school year.</p> <p>LEAs should compare the state’s data calculations with their own data calculations and discuss and resolve any discrepancies with the HQT staff at the Department.</p> <p>“Public reporting” must include providing this data to the parents in each school as well as broadly throughout the school community via means such as School Reports, local media, school and/or LEA Web sites, newsletters, etc.</p>

NCLBA HQT Requirements for All LEAs and Schools <sup>1</sup>	Statutory Authority	Timeline	Action(s) Required
<p><b>The SEA</b> must ensure that <b>each LEA</b> is meeting each of the above requirements</p>	<p>Title I (1111)(h)(2) (B)</p> <p>Title I (1119) (a) (2) and (3)</p>	<p>On-going</p>	<p>Each LEA must assure the following on its CFP application:</p> <p><i>“The LEA assures that all teachers of core academic subjects (as defined by NCLBA) are highly qualified (HQT) for their assignments, or that individual plans are in place to ensure that each teacher who is not HQT for his/her assignment will become so, and that records are available to support this assurance.”</i></p> <p><i>“The LEA assures that HQT parental ‘right to know’ and non-HQT parental notification letters are being sent in a timely manner, when required, as stipulated under NCLBA and that records are available to support this assurance.”</i></p> <p><i>“The LEA assures that all instructional paraprofessionals supported with Title I funds meet NCLBA paraprofessional requirements and that records are available to support this assurance.”</i></p> <p><i>“The LEA assures that whenever its percentage of classes taught by Highly Qualified Teachers (HQT) is below 100%, it is setting Annual Measurable Objectives (AMOs) to ensure that it meets this goal, is monitoring its progress toward this goal, and that records are available to support this assurance.”</i></p> <p>In addition, each LEA must keep records of progress toward meeting its AMOs, including progress toward individual educator plans, if required, and of its compliance with the parental notification and public reporting requirements explained above.</p> <p>These records must be available for review by the SEA’s CFP (Titles I-V) and special education monitoring teams, and School Improvement Coordinators upon request.</p>

NCLBA HQT Requirements for All LEAs and Schools <sup>3</sup>	Statutory Authority	Timeline	Action(s) Required
<b>Each school receiving Title I funds</b> (either schoolwide or targeted assistance programs) must inform all parents at the beginning of each school year of their right to request information on the professional qualifications of their child's classroom teachers (i.e., licenses held, degrees earned, including paraprofessional qualifications, if applicable).	Title I (1111)(h)(6)	Beginning of each school year	Notify parents in writing
<b>Each school receiving Title I funds</b> (either schoolwide or targeted assistance programs) must provide written notification to the parents of any student who has been taught for 4 or more consecutive weeks by a core subject teacher (including a special educator or alternative program teacher providing primary instruction in a core area) who is not HQT for his/her assignment.	Title I (1111)(h)(6)	In a "timely manner"	<p>Notify affected parents in writing. (Please see the attached template for suggested language.)</p> <p>At the start of each school year, principals, technical center directors, and special education directors will need to evaluate whether each core subject teacher (including each special educator or alternative program teacher providing primary instruction in a core area) meets the HQT requirements for his/her assignment(s) for that year. (Please see <a href="http://www.state.vt.us/educ/new/html/licensing/hqt.html">http://www.state.vt.us/educ/new/html/licensing/hqt.html</a> for the licensure and content knowledge requirements to be HQT for any core area assignment as a classroom teacher, special educator, alternative program teacher, or Title I teacher.)</p> <p><u>Please note:</u> If the educator has multiple assignments, the notification requirement pertains only to that part of the educator's assignment for which he/she does not meet HQT requirements.</p>
<b>Each school receiving Title I funds</b> must ensure that each instructional paraprofessional funded with Title I monies (this includes all instructional paraprofessionals in schoolwide programs) meets the paraprofessional qualification requirements. Instructional paraprofessionals who do not meet this requirement may not continue to be employed in Title I funded positions.	Title I (1119)(c) and (d)	By the end of the 2005-2006 school year	Review the qualifications of all Title I funded instructional paraprofessionals to ensure that they have met NCLBA paraprofessional requirements. Reassign or decline to reemploy after July 1, 2006 those who do not. New instructional paraprofessionals funded with Title I monies must meet these requirements as a condition of hire.

<sup>1</sup> LEA is defined as the school district.

<sup>2</sup> (Core subjects are: math, science, social studies, English language arts, reading, ESL, foreign languages, art, music -- elementary education and early childhood K-3 are included. Alternative program teachers who teach any of these subjects and special educators who provide primary instruction in one or more of these subjects are also subject to HQT requirements.)

<sup>3</sup> LEA is defined as the school district.